



Department of Employee Insurance

501 HIGH STREET, 2ND FLOOR
FRANKFORT, KENTUCKY 40601

DEI MEMO 20-04

TO: ICs and HRGs

FROM: Department of Employee Insurance

RE: Benefit Updates Related to COVID-19

DATE: March 13, 2020

As we continue to work through the many challenges during this COVID-19 State of Emergency, we want to provide you the following information related to insurance options administered by the Department of Employee Insurance.

Eligibility and Office/School Closings

1. Basic eligibility rules still apply
2. NonCommonwealth Paid agencies are responsible for notifying DEI of eligibility changes
3. We will accept electronic signatures and documents emailed to eib@ky.gov if the deadline for signatures and documents is nearing

Dependent Care FSA

1. A change in cost or coverage is a Qualifying Event to change a Dependent Care FSA election amount
 - Members with Dependent Care FSA elections who do not need the original amount because of COVID-19 related closures may file a Qualifying Event application
2. Change requests must be submitted following the Qualifying Event rules

Premiums

1. All insurance premiums continue to be due from employers and employees
2. Agencies should continue to work the monthly bills to ensure payments are received timely
3. During the Governor's State of Emergency, DEI will work with agencies as the need arises if there are operational limitations

State of Emergency Medical and Pharmacy Coverage

1. Anthem, on behalf of the Kentucky Employees' Health Plan, will cover COVID-19 screening and testing at no cost to the member
2. KEHP members can also obtain early refills for their maintenance medications
3. Members should be encouraged to use the **free** LiveHealth Online Medical and Behavioral Health services for care without going to a provider's office
 - They can contact LHO at: 888-548-3432 or visit [LiveHealthOnline.com](https://www.LiveHealthOnline.com)

We will work to be as helpful and flexible as we can within the constraints of the Federal Cafeteria plan rules.